



MEETING MINUTES

Chief's Advisory Committee (Virtual)

Thursday, June 24, 2021

Welcome to Committee by Chief Páez

Chief Páez welcomed the committee. Thanked all for coming together again. He turned the meeting over to Chair and Co-Chair Judge Maynard and Ms. Ajmeri Hoque.

Dwayne Maynard welcomed all to the meeting and thanked all for being a part of the tenth virtual CAC meeting. Dwayne Maynard commented that between meetings there has been a great deal that has transpired. A new holiday was passed swiftly by Congress and then signed into law by the President but little activity or movement on the George Floyd Justice and Policing Act, which is part of the backdrop of how we came together as the Chief's Advisory Committee. Although there isn't much movement on a national level, he asks that we continue to make movement on a local level. Dwayne Maynard deferred to Chief Páez to call roll for the meeting.

Committee members present: W. Dwayne Maynard, Ajmeri Hoque, Susan Ortega, Imran Malik, Courtney Ingram, Cameron Justice; Police Department members present: Chief Justin Páez, Lt. Nick Tabernik, Lt. Lattanzi, PIO Rebecca Myers

Minutes by: Becky Metcalf

Committee Business

- **Attendance**

Chief Páez called roll for the meeting:

Judge Dwayne Maynard - present

Ajmeri Hoque – present

Cameron Justice – present

Susan Ortega – present

Imran Malik – present

Courtney Ingram – present

Sri Gaddam – not present

Yanling Yin – not present

Isao Shoji – not present

Stella Villalba – not present

- **Review/Amend/Adopt Last Meeting's Minutes**

Previously posted minutes from the May meeting were tabled until they can be reviewed by the committee for adoption at the next meeting.

Old Business

Dwayne Maynard asked the CAC members who were present if there was any old business to address. CAC members present did not have any old business to address. Dwayne Maynard asked Chief Páez to move into the Chief's Updates and provide information about the police department's recruitment campaign and upcoming written exams.

Chief's Update to Committee

Chief Páez advised there is police testing this weekend, Saturday June 26 and Sunday 27, at Dublin Scioto High School. Testing is the starting point for the entry process to become a candidate for the Dublin Police Department. Upon completion of testing, tests are scored and the department usually interviews the top 30, or as many as 60, candidates depending on the test scores. Interviews are then scheduled and once interviews are completed, the top candidates are moved forward to the background phase, which is a very extensive process, conducted by our detectives or background investigators within the department. The background investigations can take several months to complete. At that time final interviews are conducted with command staff and final selection of candidates are made for open positions in the department. Since last meeting the department has added two new officers who are now in the academy where they will attend training for the next seven months. Additionally, Chief Páez also mentioned a new program on police recruitment implemented at the state level. Governor DeWine in a press conference yesterday, introduced the new program and we are fortunate that Lt. Lattanzi is a member of the advisory board for the Office of Police Recruitment. Chief Páez deferred to Lt. Lattanzi to provide more information about the new recruitment program.

Lt. Lattanzi advised that Dublin's recruiting efforts are ongoing/year-round with a focus on being as inclusive possible and diversify the agency. The Ohio Office of Criminal Justice Services at the state level developed an office specifically dedicated to recruiting efforts culminating in a program called the College to Law Enforcement Academic Program. The program will start as a pilot program with Cedarville and Central State Universities. The program is designed to get connectivity between college students that are in criminal justice programs and law enforcement agencies through mentorship, information sessions and most importantly preparing them for a career in law enforcement. The program will specifically target female and minority applicants that are interested in the profession. The candidates participating have to meet several requirements to be accepted into the program. Some of these requirements are: achieve a 3.0 or greater GPA; background process; polygraph examination; psychological examination; and physical fitness testing. There are currently eleven interested participating agencies in the state, including Dublin. The program is scheduled to begin this Fall, 2021.

Ajmeri Hoque asked how you evaluate their social and emotional skills, awareness of managing tempers, managing their own stress, etc... Lt. Lattanzi advised that one way they will do that is through the background process, polygraph and psychological evaluation conducted as part of the process to enter into the program. It will also include an interview process with members of faculty from those universities and from law enforcement to gauge that activity. Additionally, ongoing contact with the candidate throughout the program to monitor behaviors and ensure they are abiding by the core values of the program. Any violation would potentially be grounds for removal from the program. All activity will be documented and retained (in a personnel file) throughout the course of the program. The core values of the program are: integrity, service orientation, human relation skills, team compatibility, performance driven, and self-control. This program looks to identify these values in the candidates.

Dwayne Maynard asked Lt. Lattanzi to describe the makeup of the committee/board. Lt. Lattanzi advised the committee is made up of law enforcement professionals throughout the State of Ohio with much diversity in the advisory board. The board is directed by an officer of the Copley Police Department, Sarah Shendy, Dr. Patrick Oliver, Director of Cedarville University's Criminal Justice Program, is one of the main guiding members of the board. Additionally, there are members from the Ohio State Highway Patrol (both active and retired individuals), University of Dayton Police Department, and non-law enforcement personnel from the business sector and from diversity, equity and inclusion consultants as part of the board. Dwayne Maynard commented that is very positive and a wonderful thing that Dublin has the opportunity to impact law enforcement practices throughout the State of Ohio.

Chief Páez offered as part of our process for the selection of our officers is that the background would lead up to a conditional offer. After the conditional offer is made, the candidate has medical, psychological and polygraph examinations to ensure we are making an offer to the best candidate. Courtney Ingram asked if that is typical for most departments in Ohio or across the country, or is that specific to Dublin. Chief Páez advised that the polygraph and psychological are typically part of the process for most organizations in their selection of officers. Lt. Tabernik advised that we also do an aptitude test which provides indications on emotional intelligence and aspects. We have a very thorough background, to include review of social media, home interviews, neighbor interviews, contact with all previous employers, military, and are conducted by our detectives.

Imran Malik asked what is the general timeline of this process, from exam to offer. Chief Páez advised backgrounds take about 9 weeks, which occur after testing and selection of candidates for interview with an interview panel which occur over a two-week period. Lt. Lattanzi gave an example of the hiring timeline: testing this weekend for an academy class that starts in December; so you're looking at a several month's process to get all of those steps completed. Chief Páez added that our investigators are typically our detectives who also carry their daily caseloads. We have kept in-house gives us a good opportunity to know exactly what we are looking for and give our detectives the opportunity to have contact with our candidates. We have asked that the person who is screening during the psychological exam to include components to specifically screen candidates for bias. Dwayne Maynard appreciated the information and also asked about the online study guide for potential applicants; he asked if that is something that has been reviewed and/or modified since we have had the emphasis on diversity, equity and inclusion. Chief Páez advised that we do not provide or produce that review book, that it is provided through IPMA, the company where we purchase the tests. We offer that book to those interested who are taking the test to ensure all have the opportunity to prepare and have an idea of what to expect. Dwayne Maynard hopes Lt. Lattanzi takes that information back to his advisory committee and that they have some discussion about helping persons prepare as much as possible to prepare for what they are walking into.

Dwayne Maynard asked Rebecca Myers if there was any old business to address. Rebecca Myers addressed the idea recommended for a shared calendar. She advised that all in this group can be part of our CAC Microsoft Teams account and we can have a shared calendar there as well. She will get that set up prior to the next meeting in July.

Chief Páez spoke about the first Pride March that will be held in the City of Dublin which will include lighting of the Link Bridge in honor of Pride Month. Ajmeri Hoque added that there will be flags for all and candles to light. The keynote speaker will be Ezra Taylor who is a recent graduate and valedictorian of Dublin City Schools. The march starts at 9:15 PM in front of the library then will proceed across the Link Bridge.

Chief Páez advised there is a Drug Takeback event Saturday June 26 10AM-2PM which will be held at New Hope Church; hosted by the Powell Police Department this weekend in partnership with Delaware County as well.

Chief Páez deferred to Lt. Lattanzi to give an update of the DORA. Lt. Lattanzi advised that the DORA did not generate much activity for police response. The DORA will continue thru August and will be evaluated at that time to see if it will continue. We have provided additional staffing for the hours and days of the DORA and no calls for service can be directly attributed to the operation of the DORA. Ajmeri Hoque asked how many officers are assigned during the DORA. Lt. Lattanzi advised that five officers were added to our routine patrol. Chief Páez advised that we added additional resources to ensure all feel safe in the area during the DORA.

Chief Páez deferred to Jay Somerville to share information about our records commission in answer to questions from last meeting. Jay Somerville advised that the records commission actually met today 6/24/2021. The records commission is a code-required commission that interfaces with the history connection of the State of Ohio charged with the retention and destruction of public records. In Ohio, public records law requires governmental entities to maintain documentation any time there is conducting of the people's business. The starting point for maintaining those records is forever unless your local records commission allows for destruction within reasonable timeframes. The records commission develops a records retention schedule after having hearings in a public format to determine three things: 1) which records are specifically identified; 2) how long are they to be retained at a minimum; and 3) in what form do those records need to be maintained. Dublin meets the criteria for a records commission and includes the following members: Jerry O'Brien from our Finance Department, a member of Dublin's Law Department Steve Smith, Jr., a member at large citizen appointed by council, and the commission is chaired by our Court Services Director Lisa Shoning, who oversees our records collection, retention, storage and destruction. The committee meets to review the records retention schedule at least two times a year and it is the responsibility of each division within the city to maintain and keep the schedule up to date. The commission considers those recommendations made by each division. The police department had seven items for consideration: five revisions and two new records. The police department asked to have the Arrest Log Book removed as it is no longer maintained in that format; the document will be kept as a historical record. The department asked for a significant change to the title and retention period of one item now to be titled: cruiser and body camera recordings. We extended the minimum retention time from 45 days out to a minimum of six months (those records that do not have evidentiary value). Two new classifications were requested: After Action Reports (include handling critical incidents to special events) with a retention period to keep for a minimum of five years, retained in both paper and digital formats. Per public records law, if we hold the record we must produce it if requested. Additionally, Interview and Interrogation Recordings were broken out on the schedule with an indefinite retention period specifically tied to the statute of limitations that interview is related too or related to disposition by the court. The records

commission agreed with all recommendations and implemented them immediately. He will ensure the committee gets the information and the new schedule as soon as it comes out.

Chief Páez advised in 2019 only one public records request was related to body camera footage. In 2020 a total of ten requests were received for body camera video and as of June 2021, we have had six requests total. Producing those records does take some time for staff to complete but there have been a total of 17 public requests total since implementation of the body cameras.

New Business

Dwayne Maynard asked the group if there were any additional or outstanding questions from the group regarding body cameras. There were no questions from the group.

Aspirational Goals Discussion

Dwayne Maynard asked if all members had an opportunity to review the previous aspirational goals draft prior to revisions that were sent out for review today. There were no comments.

Chief Páez advised that the CTF is planning to present their final recommendation to city council in August. Dwayne Maynard asked if anyone had any questions or concerns regarding the aspirational goals document. Imran Malik advised he had a chance to review and with if there are no objections Chief should proceed.

Chief Páez reviewed feedback that was received from the CTF, then forwarded the document to the City Manager for inclusion in the report to council from the CTF. The CTF commented that there did not seem to be a bullet that talked about communication as a two-way communication between the police department and the community. Chief Páez commented that he thinks it is implied but that we would incorporate that into the document clearly. Vice Chair of the CTF asked about the bullet point regarding procedural justice with young people and why it speaks just specifically about young people, shouldn't it be procedural justice with all members of the community. Chief Páez advised that the language will be changed to procedurally just practices for all members of the community with a focus on contact with young people in the community. Another question from the Vice Chair was an aspirational goal or discussion about domestic violence response and procedure. The way they talked through including that recommendation in our aspirational goals was to fit that discussion of policy among the policies that we list out in our aspirational goals as important for the police department to have a regular discussion on, or periodic discussion on, because it is a policy that has a significant impact as it relates to police contact in the community. The other policies that we have listed in our aspirational goals under ensuring transparency and accountability, the city solicits community input when making or revising policies on topics included but not limited to response to resistance, officer involved critical incidents, body worn cameras, pursuit, school resource officer program and community liaison program, we felt including policies and procedure as they related to domestic violence response would be a place for us to list that specific policy within the aspirational goals and meet what the Vice Chair was asking to have some consideration of that policy as part of our ongoing revision, considerations and public safety conversations. The last recommendation was a question about and inclusion of bail reform. The City of Dublin does not operate a jail but does take bond at the Dublin Mayor's Court. This is not something we would have impact on or the ability to shape within the framework of the City of Dublin by itself. Those were the four points in total where there was feedback or commentary on the public safety aspirational goals from the CTF.

Dwayne Maynard advised that he was surprised that the number of bullet points submitted to the CTF had been reduced. Specifically the bullet point which spoke to promoting public safety and sense of security; the point about the police department employing procedural justice and interacting with young people. When he looked back at the draft for the aspirational goals from the May meeting, there were two bullets that were together: 1) engage with young people in the community regarding public safety, and 2) to employ procedural justice in interactions with young people. He wondered, in light of the question asked by the Vice Chair, if those two bullets could be combined or if they should be put back the way they were originally which may address the concerns of the CTF. Chief Páez advised that is a good point, his impression that he took away from the discussion was that should be extended or expanded to all members of the community. We can add those bullets back in and expand with that additional language to be reflective of that other bullet as well. Dwayne Maynard also commented that under ensuring transparency and accountability the initial draft has as its first bullet point "hold public monthly meetings of the Chief's Advisory Committee". He doesn't know why you would have given that up as an important part of effort of community engagement. He believes this will give the public assurance that there will be ongoing dialogue between the department and the community. Chief Páez advised that is a great point, he appreciates coming back and revisiting some of the recommendations and edits. That bullet point can be added back in to that second list under ensuring transparency and accountability.

Dwayne Maynard asked the committee if there were any questions or additions. There was nothing additional from the group. Dwayne Maynard was surprised that nobody asked a question about the "guardian" bullet point; he hopes that someone does ask what that means. Chief Páez advised that currently the document to be presented by the CTF is around 26 pages, they sent out to the CTF early in the week, he is not sure anybody outside of this group was paying attention with the same level of intensity as this group. He thinks it will come up and that gives us the chance to articulate what that means.

Dwayne Maynard asked if they inquired about the terminology, indicators of success, for any of these and is that something that needs discussion. Chief Páez advised that did come up in conversation with Mr. Dearth in the City Manager's Office. They saw those bullet points that were under the headings as our indicators from our perspective. The level of specificity about metrics is something that they expected to come in further iterations of the conversations that are happening at council.

Dwayne Maynard asked for the date in August the CAC is to present to council, as a task force or community advisory committee (which may be one of the recommendations from the task force), or as a Chiefs Advisory Committee, to dig into those metrics that are tracking what success looks like over time. Rebecca Myers advised it is August 16.

Dwayne Maynard asked if we will be working on another document in addition to the one we have offered or presented to the task force for their consideration. Chief Páez advised that is an excellent recommendation, that would be about the one year point to check in from the Advisory Committee perspective as well. He and Rebecca will get with Dwayne Maynard and Ajmeri Hoque to talk about what that document looks like or what that reflection looks like as a year check-in point for both the CTF and CAC.

Lt. Tabernik provided a presentation on Officer Involved Critical Incidents. He advised that when we are talking about an officer involved critical incident, we are talking about an incident where an officer has fired a weapon at a subject or where the law enforcement officer's actions result in another person's serious injury or death, this includes an in custody death. These types of events are low frequency but very high impact events. Policy intent: To use the Ohio Bureau of Investigation as an independent, outside agency to investigate officer-involved critical incidents (OICIs). The policy provides direction to police personnel when an OICI or in-custody death occurs. Dwayne Maynard asked if the policy is just for the discharge of a weapon scenario. Lt. Tabernik advised that it is any time a suspect perishes in our custody or on a scene, any time something like this happens, it is not just the discharge of a weapon.

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Review of the current policy included: an internal committee review of the OICI policy; all shifts and units were represented in a cross-section of the Dublin Police; BCI explained what the bureau expects; FOP Lodge 9 president discussed the organization's role in a legal and officer-support capacity.

Ajmeri Hoque asked how do you reconcile Dublin's policy and procedure with those other departments, who do we give precedent too? Lt. Tabernik explained that BCI conducts the criminal investigation with the officer or officers as potential suspects, the FOP has an obligation to their member to provide the appropriate legal protections and support for that officer or those officers. Lt. Tabernik went on to explain that after an OICI, all involved officers will be placed on administrative duty/administrative leave. After the criminal investigation is completed by BCI, Dublin Police will launch an administrative investigation to ensure policies and procedures were followed. Dublin Police will provide professional mental health assistance, EAP assistance, peer support assistance and critical incident stress debriefing to all involved officers.

Ajmeri Hoque asked how are we evaluating what type of mental health and assistance they need? Lt. Tabernik advised that every case is different; one of the pieces to officer support is having an officer that is not involved in that incident come out and provide support. The police department wants to ensure the officer is comfortable with any mental health resources we offer.

Lt. Tabernik continued on to the communications piece. The Dublin Police will work with the city's communications and public information division to: provide public with initial update on OICI; schedule press conference with Dublin Police for more details. Dublin Police will coordinate with BCI's investigation and determine when and how body camera footage is released.

Ajmeri Hoque asked about timelines; how do you manage the public's expectation for information without impeding or compromising BCI's investigation. Chief Páez advised there are two important and competing interests: 1) the urgency and need to know information first and 2) to know it with accuracy. Chief Páez advised that most importantly is that we have accuracy and clarity on the information we are providing and making sure we share as much of the information that we can at the point we decide to share it. Also, taking a look at other agencies or organizations across the country and how they have managed situations. He advised that we can't outrun the speed of social media and the way information travels in the current world but

we can control what we are providing; it is a balance of timeliness, accuracy, and clarity of information when we decide to put it out.

Dwayne Maynard asked who is the city's legal counsel and does the police department have a legal liaison from the city's legal department and are those people brought in to the discussion before anything goes out? Chief Páez advised we do have that as a resource and the city does have good representation that we work with regularly and lean into to make sure that our policies are informed and they also assist with release of information.

Dwayne Maynard asked if there is a different policy related to if an officer goes down? Chief Páez advised yes there is a line of duty death policy. Chief Páez advised he would like the opportunity to present that policy as well if the committee would like.

Imran Malik asked if the Dublin Police Department is part of the Fraternal Order of Police? Chief Páez advised that DPD officers who are represented and who are part of the contract are represented by the FOP Capital City Lodge 9 – who also represents several other suburban agencies in this area and the FOPOLC represents our Communications Center personnel.

Chief Páez deferred to Lt. Tabernik to give a brief overview of the department's Peer Support Program. The mission statement for the program is as follows: "To improve and enhance the quality of life and job enrichment for all of our members of Dublin Police Department utilizing a holistic approach. The initiative strives to help to change the culture of the organization regarding the multi-facets of mental health, wellness, and resiliency. In turn, our members will provide the highest level of service on each interaction with the community and other law enforcement stakeholders." The department formed a wellness steering committee made up of a cross section of our organization relying on our members to provide their expertise and experience to this group. The committee focuses on overall wellness for example: emotional wellness, financial wellness, occupational wellness, physical wellness, social wellness (both internally and externally) and spiritual wellness. Susan Ortega was instrumental in assisting with implementing our employee wellness program and was panel member on our recent selection panel. The department partnered with the STAR App which is a new tool for use by employees and can be accessed on their own time and at their own leisure. It is an evidence based app in collaboration with OSU and Dr. Ken Yeager and provides an additional resource to our members. The peer support team was just created. All shifts are represented and two or our three specialized units are represented to provide support to their peers. We are building from the ground up with help from our area partners. Additionally, he advised that Lt. Lattanzi is organizing a suicide prevention city town hall that will happen sometime in September, 2021. Lt. Tabernik again thanks Susan Ortega for her assistance in developing the program.

Dwayne Maynard asked for Susan Ortega to provide any information or feedback she thought would be important for CAC members and community partners to hear. Susan Ortega thanked the department for the invitation to be a part of this endeavor and was impressed with the level of commitment by the members of the team. She advised that Dublin has done a great job reaching out to other departments who have established teams and those who are also in the process of establishing their teams and everyone involved is open and honest about what works and what doesn't work.

Dwayne Maynard commented that he appreciates the different ways the committee has continued to find effective ways to continue building bridges and hopes when all is said and done that council will find value in the work done by this advisory committee. There is a lot of good work and a lot of connectivity and positive relationship building as a result. He thanked all for their presentations. He asked if anyone had anything specifically they wanted to address related to current events or had anything further to add. He commented that this was a very productive meeting and invited the committee members to provide any commentary.

Ajmeri Hoque congratulated Chief Páez for finishing his Master's Degree.

There was no other commentary from the group. Dwayne Maynard asked for a motion to adjourn. Ajmeri Hoque moved to adjourn and Imran Malik seconded the motion. The meeting was officially adjourned at 7:47 PM.

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